

COMMISSION MEETING AND ANNUAL WORKSHOP

OCTOBER 22-23, 2014

RIVERSIDE HOTEL, 2900 W. CHINDEN BLVD., BOISE, ID 83714

Wednesday, Oct. 22, 2014

ATTENDANCE:

Commissioners: Kristen Tracy, Mike Jensen, Clint Blackwood, Char Kremer, Georgia Demick, Bill Langer, Henry Henschied, Lynn Muehlfeit, Pam McGarry, April Durrant (Ex-Officio), Jackie Wright, Doug Brown, Patricia Eriksen, Carrie Reese, Kara Brascia (1/2 Day).

Guests and Staff: Renee Bade, Sue Simmons, Capri Cox, Justine Murray (International Trainer).

Absent: Randy'l Teton (in Washington, D.C.), Emily Baker, Tina Naillon (in Washington, D.C.)

The meeting was called to order at 8:35 a.m. by Kristen Tracy, Commission Chair. Introduced Justine Murray, International trainer for state commissioners. Everyone introduced themselves.

MINUTES:

Business Meeting: Mike moved to approve agenda, Henry 2nd the motion. Carried unanimously by voice vote.

Previous Meeting: Mike moved to approve minutes of July 15, Bill 2nd the motion. Carried unanimously by voice vote.

CHAIRMAN'S REPORT: *Kristen thanked Renee for the work she has done since she is the only administrator for Serve Idaho at this time. Kristen also thanked the commission for supporting her during her term as Chairman. * Letters of intent are due for Veterans and SCA Nov. 4th. *20th anniversary for AmeriCorps celebration on the Capital steps was a success. Char reported on Lewiston's informal 20th Anniversary. News articles and pictures in Pocatello Idaho State Journal newspaper.

VISTA/SENIOR CORPS UPDATE: April - *RSVP programs have submitted their applications. *Criminal history checks and reviews are now being done for all members and staff involved in their programs. *Operation AmeriCorps program encompasses all programs under one application. Govt. leaders will use AmeriCorps members to help their local communities. *VISTA 50th celebrations are now being planned and a number of new programs for VISTA are underway, as well. VISTA summer associate program was very successful having a large impact in the State.

IDAHO DEPARTMENT OF LABOR UPDATE: Sue - *Unemployment rate is at 4.5%, which accounts for the lack of employees in the DOL. *Grant opportunities for business to partner with education with a 25% match from the business. Administration is pro-apprenticeships for businesses. *Developed a website to match resumes with employers to bring people back to their families in Idaho.

ADMINISTRATOR'S REPORT: Renee - *Gave a short autobiography on her background, and thanked the commission for their support. *Renee has been doing reconstruction of the Serve Idaho infrastructure and job descriptions to fit everyone's strength. *Patricia Fitzpatrick was hired as an administrative assistant to begin Nov. 10th. Grants and Contracts officer is still to be identified. *Another goal has been to increase commissioner involvement. *Discussed expanding our grant program. Distributed handout of AmeriCorps Funding Chart.

FINANCIAL REPORT: Kristen - Financial report not available.

PROGRAM REPORT: Renee - * See Administrator's report.

COMMITTEE REPORTS:

Conference: Jackie - February 24-25 at the Riverside. Sessions will be 90 minutes. Keynote and motivational speakers are being confirmed. All vendors will be non-profit, and asked to bring a \$25 gift to be raffled.

Brightest Stars: N/A until 2015.

By Laws: Lynn - Proposed a change to the bylaws regarding clarifying a commissioner attending the National Grantee Meeting. Bill moved that we accept the policy statement regarding the Grantee Meeting as presented. Mike 2nd the motion. Discussion followed and was approved unanimously by voice vote.

"Serve Idaho will pay expenses for the commission 1st Vice-chair to attend the grantee meeting provided the grant funding is available and approved by the Corporation for National and Community Service. If the 1st Vice-Chair is unable to attend, then the Secretary will attend in their place. If both the 1st Vice-Chair and the secretary are unable to attend then a special election will be held to determine who will be sent. Additional Commissioners are welcome to attend but at their own expense." (Wording to be changed is underlined).

Membership: Clint - We currently have 16 members, we need a youth representative, (Capri will attend periodically until she reaches the age of 16). Missing a local government representative.

Marketing: Henry - 4 commissioners now serving on the committee. Will be working with Darlene Carnopis, with communications department from the Department of Labor, on how to package the Serve Idaho story. A form has been drawn up to simplify

reporting contacts made regarding contacts made. How do we expand our contacts?
Radio spots prior to BSU games

ELECTIONS:

Chairman - Mike - Henry moved to accept Mike by unanimous acclamation, Clint
2nd. Approved.

Vice-Chair - Pat - Lynn moved to accept Pat by unanimous acclamation, Bill
2nd. Approved.

Secretary - Carrie - Since there were two nominations, Carrie was elected by secret
ballot. Bill moved to accept the results of the election that Carrie Reese be Secretary.
Clint 2nd the motion.

CALENDAR DATES: PROPOSED 2015 COMMISSION MEETINGS

Wednesday January 14, 2015

Serve Idaho Conference February 24-25, 2015

Wednesday April 15, 2015

Wednesday July 15, 2015 (Program Meeting July 14)

Wednesday Oct. 21-Thursdays October 22, 2015 (Workshop)

November date to be announced for Governor's Brightest Star.

WORKING LUNCH: Discussion on commissioner volunteer experiences.

ANNUAL RETREAT: Justine Murray began preparation on our State Service Plan
until 5:00 p.m. to be continued at 8:00 a.m. Thursday, October 23.

THURSDAY, OCTOBER 23, 8:00 A.M. - CONTINUATION OF STATE SERVICE PLAN - JUSTINE MURRAY, FACILITATOR

ATTENDANCE:

Commissioners: Kristen Tracy, Mike Jensen, Clint Blackwood, Char Kremer, Georgia
Demick, Bill Langer, Henry Henschied, Lynn Muehlfeit, Pam McGarry, April Durrant (Ex-
Officio), Jackie Wright, Doug Brown, Patricia Eriksen, Carrie Reese, Kara Brascia.

Guests and Staff: Renee Bade, Justine Murray (International Trainer), Ken Edmunds
(DOL), Darlene

Absent: Randy I Teton (in Washington, D.C.), Emily Baker, Tina Naillon (in Washington,
D.C.)

DEPARTMENT OF LABOR:

Ken Edmonds:

Presented from the perspective of the DOL concerning the objectives, strategies, and
tactics on which the commission should be promoting volunteerism in Idaho. The
commission should be a policy making body, rather than operational.

Darlene Carnopis: Guest of Marketing committee.

STANDING COMMITTEE ASSIGNMENTS: 2015

Marketing: Doug (Chair), Randy'l, Char, Kara, Carrie, Emily.

Membership: Bill (Chair), Clint, Tina, Lynn.

Program: Henry (Chair), Pam, Georgia, Kristen, Pat, Jackie, Mike.

AD HOC COMMITTEE ASSIGNMENTS: 2015

Governor's Brightest Star: Pam (Chair), Mike, Randy'l, Emily.

Disaster: Clint (Chair), Carrie, Lynn.

ByLaws: Kristen (Chair), Doug, Henry, Tina.

Conference (2016): Char (Chair), Georgia, Bill, Jackie, Kara, Pat, April.

REPORTS OF COMMITTEES IN FULFILLING PRIORITIES:

Objectives, Strategies, Tactics, and Measurement techniques.

Review goals.

Develop an Action plan.

SUMMING UP:

What does all this mean for our strategic plan?

How specifically does each committee move forward?

How will we hold ourselves and another accountable?

Mentors assigned: Randy'l (Pat), Georgia (Clint, Bill), Kara (Char), and Doug (Kristen).

Renee will forward notes of the completed State Service plan to all commissioners. Our thanks to Justine for her patience and guiding

Serve Idaho commissioners through a difficult, intricate process.

Meeting adjourned at 4:38 p.m.